

**The Kentucky Board of Licensure for**  
**Marriage and Family Therapists**  
**July 24, 2014**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on June 26, 2014.

**Board Members Present:**

Ms. Jane Prouty, Chair  
Mr. Brien Hill  
Ms. Mary Ellen Yates  
Ms. Mary Badami  
Ms. Carolyn Miller-Cooper  
Ms. Marie Ruf

**Board Members Absent**

None

**Occupations and Professions:**

Marcia Egbert, Board Administrator  
Gordon Slone, Executive Director  
Lindsey Lane, Notary  
Janet Cox, Fiscal Department

**Office of the Attorney General:**

Angela Evans, Board Attorney

**Visitor:**

Dave Clapper

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The July 24, 2014 meeting was called to order by Board Chair Jane Prouty at 12:50 p.m.

Lindsey Lane, Notary, swore in Karen L. Westbrooks as a new Board member replacing Richard Hamon whose term has expired. Her term will expire July 15, 2018. Carolyn Miller-Cooper was reappointed to the Citizen at Large position and her term will also expire on July 15, 2018

The Board reviewed minutes from the June 26, 2014 Board meeting. Following review and discussion, Marie Ruf made a motion to accept the minutes with revisions. Mary Ellen Yates seconded the motion. The motion carried unanimously.

The Board reviewed the FY14 Monthly Financial Reports for July 1, 2013 through June 30, 2014. Mary Ellen Yates made a motion to accept the Financial Reports. Brien Hill seconded the motion and it was approved unanimously.

**O&P Report**

Gordon Slone, Executive Director was in attendance and gave an overview of the report that he issues each month. Work continues on the Database/On-line Renewal Project. The website will be unavailable for two weeks as the two databases are merged. Online Renewals and Online Verifications will not be available during this time. There will be a notice on the website and it will include verbiage that the fact of the database being

down, it will not relieve the licensees of their renewal dates. Mr. Slone also reported for Emily Parento, Executive Director, Office of Health Policy who was unable to attend. She is heading up the state's effort to obtain and analyze data from the healthcare workforce to assist in policy decisions regarding the future of healthcare in Kentucky. She needs the assistance of the Boards to gather the data from licensees and that assistance may require changes in the renewal (and initial application) forms to include items such as county/counties of practice, practice address, degree type, institution where licensee went to school/training, date graduated, and full-time equivalent (how many hours of a 40 hour week does the licensee work as a MFT/LPC/Psychologist or ADC). There was discussion that followed. The Board stated they will make every attempt to meet these requirements. As always, Mr. Slone can be contacted via phone or e-mail.

### **Attorney Report**

Ms. Evans reported that she plans to submit the regulations to LRC by the middle of August with an effective date of January 1, 2016. Discussion of 201 KAR 32:035 in regard to Supervision of Marriage and Family Therapy Associates and 201 KAR 32:060 in regard to Continuing Education requirements followed.

### **Old Business**

Responses to all correspondence completed following the last Board meeting held on June 26, 2014 were included in the meeting packets for the Board's review.

- a. Revised Forms – Ongoing – Completed review of all Associate related forms. Corrections will be made and reviewed at the next meeting. Forms for Marriage and Family Therapists will be reviewed at the next meeting.
- b. Ms. Latoya Vaughn – Response sent.
- c. Letter from Amanda Westmoreland – Response sent.
- d. E-Mail from Ellie Durbin – Response sent.
- e. E-mail from Jennifer Bobo – Response sent.

### **NEW BUSINESS**

A letter was received from Wallace Pierce Law – RE: Apex School of Theology – Request for Clarification and Opinion. The Board stated that the Apex School of Theology could do the following:

- 1) Become COAMFT or
- 2) They can submit curriculum, course descriptions (syllabi) and credentials of the faculty for review/approval by the Board.

An E-mail and job description was received from Jack Cox who asked the Board for clarification on if a Marriage and Family Therapy Associate was offered a job in the public school system and the job description does not say that the licensee will be doing diagnosis or treatment planning, would the licensee need to have clinical LMFT supervision? The Board stated that the licensee would need to have supervision and would need to submit a new Plan of Supervision stating the new supervisor and setting. Included in the E-mail, Mr. Cox asked, "What are the main components that have to be met for a job to be considered for meeting the qualifications to work toward the LMFT?"

The Board referred Mr. Cox to KRS 335:300 (4) under Definitions for KRS 335.300 to 335.399 and to 201 KAR 32:010 Section 1 (3)(12) under Definitions for 201 KAR Chapter 32. They also referred him to 201 KAR 32:025 Section 3 regarding Marriage and Family Therapy Associate.

Dave Clapper with KAMFT was in attendance to ask the Board two things about the new Suicide Prevention Training. He attended the Train the Trainer on this subject. His question was whether this training would count toward the KAR requirement? He had contacted Jan Ulrich per the Boards instruction for an answer. Ms. Ulrich stated, "This is strictly up to the Licensure Board and how they implement the statute when they construct the KAR." Mr. Clapper stated that he would like to take two or three Associates that are close to licensure and he wanted to see if this training would count toward the requirement. The Board stated that they could attend and once the regulation is written, it will be counted. He also wanted to extend the invitation to any Board members to attend the trial training that will be held on September 12, 2014 in Louisville. This training would count toward fulfilling the 6.0 hour requirement of the KRS. The cost would be \$10 which includes the training materials (regular cost is \$115.00). He asked that if anyone wants to go that he would need a commitment as space is limited. Several Board members will attend.

Discussion and review of required documentation regarding attendance at AMFTRB and CLEAR Conferences in New Orleans on September 9-13, 2014 was held. The Board are members (not delegates). These conferences are paid for by the Board. Ms. Egbert reminded the Board members that they must get pre-approval before they can travel out of state. They must submit a request for Pre-Approval Out-of-State Travel and submit it 30 days prior to travel. Ms. Cox from the Fiscal Department went over the request form with the members. Mary Ellen Yates made a motion that the Board pay travel, registration and per diem for those on the Board that wants to attend. Brien Hill seconded the motion. The motion passed unanimously.

The Board received an E-mail from Karen Bess in regard to her deferred renewal. The Board asked Ms. Egbert to respond to Ms. Bess reiterating that any change in her Plan of Supervision must be approved by the Board before she can start working in a new setting and obtaining an additional supervisor. The Supervisor she obtains must be a Board Approved MFT Supervisor. No further action was taken.

An E-mail was received from Dominic Baisas requesting an extension on his renewal without assessing the late fee. The Board instructed Ms. Egbert to respond to Mr. Baisas that pursuant to 201 KAR 32:060, Section 7, the Board does not grant extensions for those renewals that are received after the renewal date unless there is a medical disability or illness (must submit a verifying document signed by a licensed physician), or undue hardship. The Board stated that your renewal date was 7/20/2014 and your renewal has not been received, therefore the late fee of \$75 will be assessed. They also reminded him that he has 90 days to submit a completed approved renewal prior to 10/20/2014 or his license will be terminated.

### **Complaints/Other Legal Matters**

Ms. Prouty called for a “motion to go into closed session for the purpose of discussing proposed or pending litigation in accordance with KRS 61:810(1)(c) & (j). Mary Badami made a motion the Board go into closed session. Brien Hill seconded the motion. Motion passed. Mary Ellen Yates made a motion to come out of closed session. Carolyn Miller-Cooper seconded the motion. Motion passed.

The following recommendations were made to the Board on behalf of the Complaint Committee.

- 2013-007 – Recommendation to file a formal complaint by the Board.
- 2014-003 – Pending
- 2014-004 – Pending
- 2014-005 – Pending

Carolyn Miller-Cooper moved to accept the recommendation of the Complaint Committee to file a Notice of Hearing for Complaint #2013-007, seconded by Brien Hill. Motion passed unanimously.

Ms. Egbert informed the Board that Dr. John Kravic can begin investigating after August 1, 2014,

### **Application Review**

- Carolyn Miller-Cooper made a motion to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed by the Committee. Mary Badami seconded the motion and it was approved unanimously.
- Mary Badami made a motion to approve all ratifications of applications, renewals, audits and Provider Applications reviewed by the Committee prior to this meeting. Brien Hill seconded the motion and it was approved unanimously.

### **Associates:**

The following applications for Marriage and Family Therapist Associates were approved: *Candace Bell, Kristina K. Dugger, Brandon Smith*

The following applications for Marriage and Family Therapist Associates were deferred:  
*None*

The following applications for Marriage and Family Therapist Associates were denied:  
*None*

The following Plans of Supervisions for Marriage and Family Therapist Associates were approved: *Susan Bione-Grevious, Karen Bess, Christopher Alex Clark, Ann A. Davis, Jennifer Ennis, Areal E. Givens, Robin L. Goben, Samantha B. Griffiths, Jacob Hamlin, Karen F. Hatcher, Danielle R. Whiteside, David W. Wilkinson*

The following Plan of Supervision for Marriage and Family Therapist Associate was approved with provisions: *None*

The following Renewals for Marriage and Family Therapist Associates were approved: *Karen Bess, Michelle Brimm, Kelly Grace, Samantha Graves, Rahsheeno Griffith, Cassandra Harris-Gray, Jill A. Morgan*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *Marguerite Duck, Jillian Hawks*

The following Renewal for Marriage and Family Therapist Associate was deferred: *Melissa L. Earnest*

The following Renewal for Marriage and Family Therapist Associate was denied: *Kristyn Blackburn*

**LMFT:**

The following applications for Marriage and Family Therapists were approved: *Megan Bayles Bartley, Jennifer Lee Page-Maier, Kelly Sherlock*

The following applications for Inactive Status of their Marriage and Family Therapists licenses were approved: *Jennifer Kolb, Joseph D. Seaver, Katherine Winham*

Marriage and Family Therapist license approved on 6/26/2014: *Mary Jo Mueller*

The following Renewal Audits for Marriage and Family Therapists were approved: *Valerie Areaux, Diana R. Delp, Kerry Hobson, Lockie Inlow, Thomas C. Noyes, Lisa Ann Potts, Melanie Staderman, Scott Wigginton*

The following Renewal Audits for Marriage and Family Therapists were deferred: *Gene Baker, Roger D. Walker*

Ratification of Online Renewals from 6/27/2014 thru 7/23/2014 for Marriage and Family Therapist were approved: (See attached list.)

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

**Status Report as of 6/25/2014**

- Active Licensee's for Marriage and Family Therapist.....539
- Active Permits for Marriage and Family Therapy Associates.....141
- Total Active Licensee's.....680
- Total Inactive Licensee's.....6

**Exam Results: Tested May 19 – June 14, 2014**

- Exams taken.....20
- Exams passed.....13
- Exams Failed.....7

The next work session and meeting of the Marriage and Family Therapy has been scheduled for August 27, 2014 beginning 1:00 p.m. at 911 Leawood Drive, Frankfort, KY. Dinner will be served. Regular Board meeting will be held on August 28, 2014 at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m. with the Board meeting and working lunch to follow at 12:00 noon.

Mary Ellen Yates made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on July 24, 2014. Marie Ruf seconded the motion. The motion passed unanimously.

Carolyn Miller-Cooper made a motion to adjourn, seconded by Mary. The Marriage and Family Therapy Board meeting was adjourned by Chair Jane Prouty at 3:43 p.m.

Respectively Submitted:

Marcia Egbert, Board Administrator

**RATIFICATIONS 3/27/2014 THROUGH 4/25/2014**

<b>License Last</b>	<b>License First</b>
Aparicio	Martha Susy
Bettersworth	Jennifer Saltzman
Clines	James David
Close II	James L.
Connolly	Sally R.
Crawford	Claudia Rose
DELAFIELD	DON
Delker	Barbara
Durbin	Eileen D.
Early	Kimberly G.
Edwards	Alice Marie
Ellers	Fran Secrest
Feierstein	Steven J.
Finley	Michelle Ann
Hamon	Richard
Hargadon	Mary Margaret
Hay	Dorothy C
Hodge	Janet
Hurley	Elisha C.

Jarnagin	Mary Patricia
Jett	Bill L.
Jones	Edward Anthony
Karam	Tracy Lynn
Kehoe	Laura Ellen
Kenney	Martha L.
Kincaid	Raleigh Mark
Lake	Richard Wayne
LANDIS	GARY D
Landon	Richard Lee
Leibson	Marc A.
Lloyd	Teresa Miller
Loyd	Katherine Emma Louise
Mackey	Carla A.
Mansfield	Daniel F.
Markle	Paul Stuart
Martin	Patricia C.
Mathew	Angela Dawn
MINTEER	MELANIE D.
Moore	David Bruce
Morgan	Bridget Lynn
Neel	Marilyn S.
Odom	Margaret Alexander
Ortwein	Mary Conley
Pennington	Marcheta Rose
PROUTY	JANE S
Robbins	Thomas D
Robertson	Tommie L.
Robinson	Jennifer Holz
Rogers	Laurice D.
Schofield	Janice K
Schorch	James L.
Selfe	Stacie A.
SHARP	GREGORY L
SLATER	WILLIAM CHARLES
Smith	Catherine Jane
Stoner	Ja'Mekia Chantal
Stubbs	Judith Rae
Stute	Karyn Christine
Torbett	Anita Lynn
Townsend	Leslie Smith
Trabue	Dwight M
Turner	Kelly

Vester	James L.
Waters	Kristine
Wibbels	Beth N.